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Director and Health Officer

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BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

#17 FEBRUARY 8, 2011

SACHIN A. HAMAI
EXECUTIVE OFFICER

February 08, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL TO ACCEPT A NOTICE OF AWARD FROM THE DE BEAUMONT FOUNDATION
FOR EPIDEMIOLOGY SCHOLARS PROGRAM EFFECTIVE FEBRUARY 1, 2011 THROUGH
JANUARY 31, 2012
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Approval to accept a Grant Agreement from the de Beaumont Foundation to establish a fully funded summer epidemiology scholars program focusing on health disparity and access research projects and delegate authority to accept and execute future agreements and/or amendments.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Director of the Department of Public Health (DPH), or his designee, to accept a Grant Agreement (GA) (Exhibit I), from the de Beaumont Foundation (Foundation) for the period of February 1, 2011 through January 31, 2012, to support the development of a model training program for graduate students in epidemiology, in the amount of \$190,285, at no net County cost.
2. Delegate authority to the Director of DPH, or his designee, to accept future awards or amendments that are consistent with the requirements of the GA that extend the term on an annual basis, at amounts directed by the Foundation; allow for the rollover of unspent funds or redirection of funds; and provide an increase or decrease in funding up to 25 percent above or below each grant term's annual base amount through January 31, 2015; subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).
3. Authorize DPH to reimburse, through Departmental Expenditure (DE), costs incurred by the

epidemiology (Epi) scholar participants at approximately \$9,240 each; and any potential future amounts as directed by the funding source in future FYs, as necessary. Subsequent FY's use of DE authority will be subject to review and approval by County Counsel, and notification to your Board and the CEO.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will allow DPH to accept the GA and future amendments to support the development of a model training program called the Epi Scholars Program for graduate students in epidemiology. These actions will allow DPH to initiate the program February 2011 and align the program with the Epi Scholars Program being implemented by the New York City Department of Health and Mental Hygiene (NYC DOHMH), which is a condition of the GA.

These actions will allow DPH, as recommended by the Auditor-Controller, to use DE as the mechanism to reimburse up to five epi scholars for the services provided under the program in the amount of \$9,240 each, as submitted and approved by the Foundation. Because the epi scholars are not capable of entering into a service contract with DPH/County, as they are unable to meet the standard contract requirements and/or Board mandated provisions (i.e. Insurance Requirements, and Consideration of Gain/Grow Participants for Employment), and because DPH is unable to secure these services via a purchase order due to the Internal Service Department's determination that this project is not considered a purchase of a commodity or a service, DE has been recommended by the Auditor-Controller as the reimbursement method by which DPH should proceed with this program.

The Epi Scholars Program is a 10-12 week opportunity for graduate epidemiology students recruited from top schools of public health and other leading universities located in the western region of the United States to conduct research on health disparities. This program will replicate the Epi Scholars Program implemented by NYC DOHMH and will link highly-qualified students who have a strong interest in health disparities research with scientists who will provide support and mentoring. For example, mentors will assist scholars in conducting research projects which will supplement DPH's work in addressing health disparities in the County.

Beginning in February 2011, DPH will prepare for the selection process of the epi scholars, identify the potential mentors, and finalize the recruitment for the program coordinator who will be responsible for the overall management of the Epi Scholars Program such as the development and implementation of the summer curriculum and who will also serve as the liaison between DPH and NYC DOHMH. The program coordinator will also conduct program evaluation. The selection and recruitment process is anticipated to be completed by May 2011, in time for the implementation of the actual program activities. Preparation for publication and a joint web presentation with NYC DOHMH is scheduled from August to September 2011. Assessment and evaluation of the program is expected to be initiated after September and completed by January 2012.

Your Board's approval will allow DPH to strengthen its affiliation with west coast public health schools and their faculties, enhance its work on health disparities, enable DPH to mentor the future generation of public health workers and leaders to be well versed in epidemiology and data analysis, and lead to future dialogue and cooperation with NYC DOHMH in research and publication in areas of health disparities.

DPH will also benefit from this cost-effective measure by obtaining research and technical assistance and analysis from highly-qualified graduate students at no cost to the County.

Implementation of Strategic Plan Goals

The recommended actions support Goal 4, Health and Mental Health, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

Approval of the recommended actions will allow DPH to accept the Foundation's GA for the period of February 1, 2011 through January 31, 2012, in the amount of \$190,285. The GA will be used to support the epi scholars' expenses of approximately \$46,200 (\$9,240/scholar), as well as other programmatic costs such as the cost of the program coordinator (\$87,607), consultants (\$15,000), operating costs (\$11,000), and indirect costs (30,478).

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On October 12, 2010, DPH submitted a grant proposal to the Foundation to replicate the Epi Scholars Program of NYC DOHMH on the west coast. On November 8, 2010, DPH received the GA to initiate the program.

The Epi Scholars Program is an internship opportunity for graduate epidemiology students to conduct research on health disparities in topics such as: diabetes, health care access, homeless health, immigrant health, and tobacco usage. The selection process for internships will be based on applications and subsequent interviews to be conducted by DPH. All scholars will complete their research studies during the summer of 2011 and will attend leadership development, training, and research-sharing information sessions with the NYC DOHMH in order to create a common awareness of the unified Epi Scholars Program.

The program aims to train top graduate epidemiology students who are attending graduate programs on the west coast in gaining practical skills to enhance their academic training and to provide mentorship from DPH researchers. Scholars will receive supplemental training in theory, methods, and public health practice to strengthen their understanding of the root causes of health disparities. The research internship may be used for thesis requirements or serve as an opportunity to develop a publishable paper or report.

Due to the short time frame of the project, DPH may utilize the temporary personnel master agreements approved by your Board on October 19, 2010, to recruit a program coordinator who will be responsible for the overall management of the Epi Scholars Program such as the development and implementation of the summer curriculum and who will also be the liaison between DPH and NYC DOHMH.

Consultants will also be recruited to provide mentoring, trainings and technical assistance to scholars. Consultants will be reimbursed through a purchase order at an amount not to exceed \$5,000 per service.

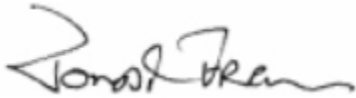
Attachment A is the Grant Management Statement for grants exceeding \$100,000.

County Counsel has approved Exhibit I as to form.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This program will strengthen DPH's affiliation with west coast public health schools and their faculties as well as renowned public health experts at local entities. It will also enhance DPH's work on health disparities and will enable DPH to mentor the future generation of public health workers and leaders to be well versed in epidemiology and data analysis. Additionally, this program will lead to future dialogue and cooperation with NYC DOHMH in research and publication in areas of health disparities.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jonathan E. Fielding".

JONATHAN E. FIELDING, M.D., M.P.H.
Director and Health Officer

JEF:ev

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors



de Beaumont Foundation

Grant Agreement

To: Los Angeles County Department of Public Health

Date: November 8, 2010

In response to your proposal of October 13, 2010, the Board of Directors of the de Beaumont Foundation has approved a grant in the amount of \$190,285 to the Los Angeles County Department of Public Health, subject to our receipt of this signed Grant Agreement.

Conditions:

- 1) This grant is to be used to further the goal of replicating model public health programs within the Big Cities Health Coalition. The Los Angeles County Department of Public Health will replicate the Epi Scholars Program. Grant funding shall be used for staffing (Epi Scholars Program Coordinator), stipends for five scholars, Web/AV consulting, and operational expenses.
- 2) Receipt of this grant from the de Beaumont Foundation in no way constitutes a guarantee of future funding.
- 3) Grantee warrants and represents that it is a government entity and has provided the Foundation with documentation of its tax-exempt status.
- 4) Grantee stipulates that all grant funds will be used for public or charitable purposes.
- 5) Any funds not used or committed for the specific purpose of the grant within the specified term of February 1, 2011 – January 31, 2012 must be returned to the de Beaumont Foundation, unless otherwise authorized in writing.
- 6) Grantee must provide a brief written report suitable for our Board of Directors plus a detailed accounting of how the money was spent no later than January 31, 2012. The Foundation will schedule a meeting to discuss your project in detail, review the outcomes, and discuss future plans for this project.

Please signify your agreement to the foregoing terms and conditions by having a duly authorized officer sign and return the original of this Grant Agreement to the de Beaumont Foundation by January 31, 2011. The Foundation will return an executed copy of the Grant Agreement for your records with the grant check.

Sincerely,

James B. Sprague, MD
President

ACCEPTED: Los Angeles County Department of Public Health

Signature/Title/Date

Los Angeles County Chief Executive Office
Grant Management Statement for Grants Exceeding \$100,000

Department: Public Health – Public Health

Grant Project Title and Description
Epidemiology Scholars Program

Funding Agency De Beaumont Foundation	Program (Fed. Grant #State Bill or Code #)	Grant Acceptance Deadline Not applicable
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Total Amount of Grant Funding: \$190,285 County Match Requirements: N/A
Grant Period: 2/1/2011 through 1/31/2012 Begin Date: 2/1/2011 End Date: 1/31/2012
Number of Personnel Hired Under this Grant: Full Time Part Time

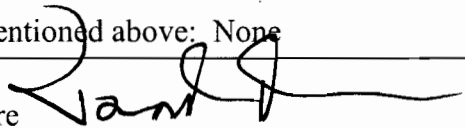
Obligations Imposed on the County When the Grant Expires

- Will all personnel hired for this program be informed this is a grant funded program? Yes ☒ No ☐
- Will all personnel hired for this program be placed on temporary "N" items? Yes ☒ No ☐
- Is the County obligated to continue this program after the grant expires Yes ☐ No ☒
- If the County is not obligated to continue this program after the grant expires, the Department will:
- a). Absorb the program cost without reducing other services Yes ☐ No ☒
- b). Identify other revenue sources Yes ☐ No ☒
- (Describe)
- c). Eliminate or reduce, as appropriate, positions/program costs funded by this grant Yes ☒ No ☐

Impact of additional personnel on existing space: None.

Other requirements not mentioned above: None

Department Head Signature



Date

12.22.12